

Manual Dredging General Permit

A General Permit is available for manual dredging under NR 345, Wis. Adm. Code. Manual dredging means removal or disturbance of bottom material by hand or using a handheld device without the aid of external or auxiliary power. Manual dredging is often associated with the collection of aquatic insects for bait, removal of nuisance vegetation or debris vegetation or debris and the panning for gold or other material. Manual dredging does not include “de minimus” activities as defined in NR 345.03(2). To qualify for this general permit, your project must meet the following conditions:

1. With this application, you must submit photographs showing the entire project site in relation to the navigable watercourse in pre-construction condition.
2. The dredging must be conducted without the aid of external or auxiliary power.
3. On trout streams and perennial tributaries to trout streams, dredging is prohibited between September 15 and May 15 of any calendar year.
4. On all waterways that are not trout streams, dredging of waterways north of Hwy 29 is prohibited April 1 to June 1 annually.
5. On all waterways that are not trout streams, dredging of waterways south of Hwy 29 is prohibited from March 15 to May 15 annually.
 - a. You may request that the time of year requirement be waived which will be considered by the department's local fisheries staff on a case-by-case basis
6. The applicant shall provide information that the dredged material does not contain any hazardous substances as follows:
 - a. Through the collection and laboratory analysis of the dredged material in compliance with ch. NR 347
 - b. Through the review of historical dredge material information from the vicinity of the proposed project that was collected and analyzed in accordance with NR 347
 - c. By assessing the potential for hazardous substances to be present based upon the characteristic of the watershed, industrial and municipal discharges to the waterbody and dredge material data from similar waterways
7. If the department determines that a proposal submitted under this section has the potential to impact an endangered or threatened species in accordance with s. 29.604, Stats., the application shall be deemed incomplete. The department may not consider the application complete or issue a general permit until the applicant submits information to demonstrate one of the following:
 - b. that the project either avoids impacts to the threatened or endangered species or
 - c. that the project has received an incidental take authorization under 29.602, Stats.
 - d. If the project is modified, the applicant must submit the revised plan before the application can consider the application complete or issue a general permit.
8. After or during dredging, any removed material may not be temporarily or permanently placed in a wetland, floodplain, or below the OHWM of a navigable waterway.
9. For each riparian property, the amount of bottom material removed from a specific waterbody may not exceed 10 cubic yards in a calendar year.
10. In waterways with flows less than 2 linear feet per second, a silt curtain shall be installed in the waterway around the dredging site. Silt curtain shall be left in place until the project has been completed. The silt curtain shall be inspected daily to ensure sedimentation is being contained.
11. Erosion control measures shall meet or exceed the standards in the most current version of the Wisconsin Construction Site Best Management Practices Handbook.
 - a. **Note: Information on how to obtain this publication can be found by contacting the department or found on the department's website at www.dnr.wi.gov, under the "Runoff Management" program.**
12. The applicant is the riparian owner or has permission of the riparian owner to remove bottom material.
13. The permittee shall submit a series of photographs of the completed project to the department within 10 days of project completion.

If your project will meet all the above requirements, follow the instructions on the following pages to submit a General Permit Application to the Department. We will respond within 30 days to notify you that your project is approved, or that additional information is required to complete your application. In some cases, you may be notified that your project requires an Individual Permit.

For more information about Waterway Permitting in Wisconsin, see our website at:

<http://www.dnr.state.wi.us/org/water/fhp/waterway/index.shtml>

Application Requirements

All applications for a General Permit require a completed General Permit Application form #3500-108, with additional sheets as necessary. Follow the instructions below to complete the application form.

Section I: Landowner Information

Provide the legal name of the person, firm, public organization or any other entity that owns the project site described in Section III of the application. The contact person should be the person completely familiar with the construction site activity and charged with compliance and oversight of the permit. The mailing address, phone number, and e-mail address if available, should be for the contact person.

Section II: Contractor Information

If known at the time of application, provide the legal name of the person, firm, or any other entity that will be the major contractor in charge of the proposed project at the site described in Section III of this application. The contact person should be the project site manager completely familiar with the activity and charged with implementation of the permit. The mailing address, phone number and e-mail address if available, should be for the contact person.

Section III: Site Information

Provide the site's official or legal name and complete address, including county, city, state and zip code. Provide the name of the waterway where the project is located. List the public lands survey location [quarter-quarter, quarter, section, township and range (to the nearest quarter section)] of the site. If the site is more than one quarter, enter the quarter that best describes the location of the site. The web site at the link below can help you with the public lands survey location: <http://maps.dnr.state.wi.us/imf/dnrimf.jsp?site=webview>. Use additional space if needed to describe the site location.

Section IV: Additional Information

Dates: Enter the project's anticipated start and end dates.

Photos: Enter the date of photographs included with the application. Attach or enclose clear photographs of the project site. Include at least one front view and one side view that each depict the area where construction work will occur from the waterway, and one view of the entire site from the waterway. Too much snow cover or vegetation may obscure important details, so be sure that your photographs show the site in its existing condition. NOTE: You will also be required to submit photographs after your project is completed.

Section V: Location Sketch, Materials List and Project Plans

Refer to the sample diagram on page 4 for assistance

Location Sketch: Provide a sketch or map that identifies the project site referenced to the nearest town road or county/state highway. Be sure the map has enough detail so that we can easily find the site. Include your fire number if applicable.

Materials List: Provide a list indicating the size, type, and quantity of materials that you plan to use for the project.

Project Plans: Provide scaled plans showing the top and cross-section views, on the blank plan sheet in the application and additional sheets of 8-½ x 11-inch or 11 x 17-inch paper as necessary. Also submit a narrative summary of all information. Include the following in your plans and narrative:

1. The scale of the plan.
2. Existing and proposed stream bed grades and materials.
3. Location of temporary and permanent placement of spoil materials.
4. Estimate of total amount of material to be removed.
5. Verification of non-contamination as described above.
6. Duration of project.
7. ALL NECESSARY INFORMATION. All other information needed to show that the project will comply with the conditions identified on page 1 of these Instructions.

Submit your application

A \$50 fee is required for each Manual Dredging General Permit. Remit a check or money order payable to the Wisconsin Department of Natural Resources (do not send cash). An application submitted without the required application fee will be considered incomplete.

Submit three (3) copies of the completed application, narrative and plans. Send the complete application and fee to the DNR office listed below:

NORTHERN REGION COUNTIES

Ashland	Lincoln	Aquatic Habitat Coordinator
Barron	Oneida	DNR Service Center
Bayfield	Polk	107 Sutliff Avenue
Burnett	Price	Rhineland, WI 54501
Douglas	Rusk	phone (715) 365-8926
Florence	Sawyer	
Forest	Taylor	
Iron	Vilas	
Langlade	Washburn	

NORTHEAST REGION COUNTIES

Brown	Marquette	Aquatic Habitat Coordinator
Calumet	Menominee	DNR Service Center
Door	Oconto	1125 N. Military, Box 10448
Fond du Lac	Outagamie	Green Bay, WI 54307-0448
Green Lake	Shawano	phone (920) 492-5817
Kewaunee	Waupaca	
Manitowoc	Waushara	
Marinette	Winnebago	

WEST CENTRAL REGION COUNTIES

Adams	Marathon	Aquatic Habitat Coordinator
Buffalo	Monroe	DNR Service Center
Chippewa	Pepin	1300 W. Clairemont, Box 4001
Clark	Pierce	Eau Claire, WI 54702-4001
Crawford	Portage	phone (715) 839-1600
Dunn	St Croix	
Eau Claire	Trempealeau	
Jackson	Vernon	
Juneau	Wood	
LaCrosse		

SOUTH CENTRAL REGION COUNTIES

Columbia	Iowa	Aquatic Habitat Coordinator
Crawford	Jefferson	DNR Service Center
Dane	Lafayette	3911 Fish Hatchery Road
Dodge	Richland	Fitchburg, WI 53711
Grant	Rock	phone (608) 275-3282
Green	Sauk	

SOUTHEAST REGION COUNTIES

Kenosha	Sheboygan	Aquatic Habitat Coordinator
Milwaukee	Walworth	DNR Service Center
Ozaukee	Washington	141 NW Barstow, Room 180
Racine	Waukesha	Waukesha, WI 53188
		phone (262) 574-2149

DRAWINGS OF PROPOSED
ACTIVITY SHOULD BE
PREPARED IN ACCORDANCE
WITH SAMPLE DRAWING

Proposed Materials

Location Sketch (Indicate scale.) Show route
to project site: include nearest main road and crossroad.



1" = _____ ft.

Fire Number _____

Project Plans. (Include top view and typical cross sections. Clearly identify features and dimensions or indicate scale.)
Use additional sheets if necessary.



1" = _____ ft.

Top View

Cross Section